

B. 2006 Fleet Management Program Goals

In 2006, the State Fleet Management Program will explore several options to further improve the efficiency of the state fleet. Below are the fleet management goals for 2006:

1. Finalize Implementation of the Smart Lease Vehicle Program

By the end of FY'06, the initial phase of the Smart Lease Vehicle Program should be fully implemented. State Fleet Management will continue to analyze agency mileage reimbursement expenditures and identify employees reimbursed in excess of the established breakeven point where it is more cost effective to utilize a state vehicle.

2. Award Statewide Contract for Preventative Maintenance Services

State Fleet Management will begin a cost saving initiative designed to offer standard preventative maintenance services such as oil changes and tire rotations on a state contract. OA Vehicle Maintenance provides maintenance services for vehicles principally stationed in Jefferson City at a significant savings. The contract will target vehicles stationed outside of the Jefferson City area.

3. Award New Rental Services Contract

The Rental Services contract has been a great success. Estimated FY'05 savings for the contract are approximately \$96,000 as compared to mileage reimbursement. The current contract expires on September 30, 2006. State Fleet Management will work with OA/Purchasing to award a new contract to continue to provide state agencies with a low cost travel option as opposed to personal mileage reimbursement.

4. Implement State Fleet Information System Upgrade

The State Fleet Information System upgrade will be implemented in the summer of 2006. Several system enhancements will provide new functionality for OA Vehicle Maintenance and state agencies. A complete list of the new features is available on pages 3-4.

5. Issue Revised State Vehicle Policy

An improved State Vehicle Policy (SP-4) is under consideration. Subject to review, the revised state vehicle policy should be issued in 2006.

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6. Issue New State Travel Policy

Section 37.450 RSMo requires the Office of Administration to: “.... *establish guidelines for determining the most cost-effective and reasonable mode of travel under the circumstances for single trips from the following options: passenger rail, vehicle rental, fleet checkout and reimbursement for personal car use.*”

State Fleet Management developed the *Trip Optimizer* tool in 2003 to assist agencies in determining the most cost effective mode of travel for in-state single trips. The *Trip Optimizer* is a great tool for agencies and promotes efficiency for state government. To complement the *Trip Optimizer* and encourage use of the most efficient means of travel, the Office of Administration is considering a new State Travel Policy. While not finalized, a new State Travel Policy may include improvements such as requiring employees to travel together when going to the same destination (whenever reasonable) as well as use the lowest cost, available travel option for in-state ground transportation. Available options include: state vehicles, rental vehicles, mileage reimbursement and on limited occasions, passenger rail. Employees that elect not to take the lowest cost, available travel method will only be reimbursed up to the amount of the state’s lowest cost option.

7. Continue to Access the Condition of the Fleet and Propose Fleet Financing Options

The State Fleet Management Program will continue to monitor and report the condition of the state vehicle fleet to policymakers. Financing options will also be presented to allow decision makers a full range of options to replace the aging state fleet. An assessment of the condition of the state fleet is presented in the next section.